

Digital Audio/Video Recording Technology Committee Meeting

5th Committee Meeting: Wed., November 18, 2009

Start Time: 9:30 a.m.; Location: Iowa Judicial Branch Bldg, Room 165

Agenda

- 9:30 Welcome, overview of the agenda, approval of meeting notes from October 9.
- 9:35 Presentation of ICRA Report submitted to the committee on Nov. 5, 2009 (Sheryl Culver, ICRA President)
- 9:50 Review & discuss the recordings and transcripts from each of the 5 DART test locations
➔ For each DART test county:
- (1) Report from judge & staff on their experience with the DART system
 - (2) Committee review/discussion of the recording from the county
 - (3) Evaluation/discussion of the transcripts from the hearing
- 9:50 -- Story Co.
 - 10:20 -- Dickinson Co.
 - 10:50 -- Polk Co. (Judge and others will join by conference call @ 12:15)
 - 11:20 -- Black Hawk Co. (Judge and others will join by conference call @ 12:15)
- 11:50 Lunch break
- 12:15 Resume discussions
- 12:15 – D8/Jefferson Co. (Judge and others will join by conference call @ 12:15)
 - 12:45 – Reports from judges & other participating via conference call
- 1:15 Discuss criteria for determining conclusions and recommendations in the final report
- 1:30 Discuss the ***general findings/conclusions of the committee*** on the three main issues:
- a. **Reliability** of the technology: The ability to operate for long periods of time without technical difficulties or failure
 - b. **Accuracy** of the records produced by the technology:
 - (1) Ability of DART to completely and clearly capture the words spoken by participants in court proceedings
 - (2) Ability to produce complete and accurate transcripts from DART recordings
- 2:00 Break
- 2:15 Resume discussion
- c. **Costs** (see handout on Estimated Costs for DART – sent via email)
 - (1) For purchase, installation, and service agreements for equipment and software in each courtroom
 - (2) For purchase and installation of network servers, software, etc.
 - (3) For periodic replacement of courtroom and network equipment
 - (4) For ICIS/tech staff to manage the backup and archiving of DART recordings
- 3:15 Schedule for drafting, reviewing, and approving a final report
- 3:30 Wrap-up / Next meeting: **December 11**